

CHECKLIST TO DESIGNATE AREAS OF EVALUATION FOR REQUESTS FOR PROPOSAL (RFP)

MDOT PROJECT MANAGER Jason Firman			JOB NUMBER (JN) 89105C	CONTROL SECTION (CS) Various
DESCRIPTION IF NO JN/CS Signal Optimization on Various Corridors and Isolated Intersections in the North Region				
MDOT PROJECT MANAGER: Check all items to be included in RFP. WHITE = REQUIRED GRAY SHADING = OPTIONAL			CONSULTANT: Provide only checked items below in proposal.	
Check the appropriate Tier in the box below				
<input type="checkbox"/> TIER I (\$25,000-\$99,999)	<input type="checkbox"/> TIER II (\$100,000-\$250,000)	<input checked="" type="checkbox"/> TIER III (>\$250,000)		
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Understanding of Service	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Innovations</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Safety Program</i>	
N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Organization Chart	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Qualifications of Team	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Past Performance	
Not required as part of official RFP	Not required as part of official RFP	<input checked="" type="checkbox"/>	Quality Assurance/Quality Control	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Location. The percentage of work performed in Michigan will be used on all contracts unless the contract is for on-site inspection, then location should be scored for the on-site inspection.	
N/A	N/A	<input type="checkbox"/>	Presentation	
N/A	N/A	<input type="checkbox"/>	Technical Proposal (if Presentation is required)	
3 pages including cover sheet (No Resumes)	7 pages	19 pages	Total maximum pages for RFP not including key personnel resumes	

REQUEST FOR PROPOSAL

The Michigan Department of Transportation (MDOT) is seeking professional services for the project contained in the attached scope of services.

If your firm is interested in providing services, please indicate your interest by submitting a Proposal, Proposal/Bid Sheet or Bid Sheet as indicated below. The documents must be submitted in accordance with the latest "Consultant/Vendor Selection Guidelines for Service Contracts" and "Guideline for Completing a Low Bid Sheet(s)", if a low bid is involved as part of the selection process. **Referenced Guidelines are available on MDOT's website under Doing Business > Requests for Proposals.**

RFP SPECIFIC INFORMATION

☒ BUREAU OF HIGHWAYS ☐ BUREAU OF TRANSPORTATION PLANNING ** ☐ OTHER

THE SERVICE WAS POSTED ON THE ANTICIPATED QUARTERLY REQUESTS FOR PROPOSALS

☐ NO ☐ YES DATED 1/3/07 THROUGH 3/30/07

<input checked="" type="checkbox"/> Prequalified Services – See page <u>8</u> of the attached Scope of Services for required Prequalification Classifications.	<input type="checkbox"/> Non-Prequalified Services - If selected, the vendor must make sure that current financial information, including labor rates, overhead computations, and financial statements, if overhead is not audited, is on file with MDOT's Office of Commission Audits. This information must be on file for the prime vendor and all sub vendors so that the contract will not be delayed.
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☒ **Qualifications Based Selection** – Use Consultant/Vendor Selection Guidelines

For all Qualifications Based Selections, the selection team will review the information submitted and will select the firm considered most qualified to perform the services based on the proposals. The selected vendor will be contacted to confirm capacity. Upon confirmation, that firm will be asked to prepare a priced proposal. Negotiations will be conducted with the firm selected.

**** For RFP's that originate in Bureau of Transportation Planning only**, a price proposal must be submitted at the same time as, but separate from, the proposal. Submit directly to the Contract Administrator/Selection Specialist, Bureau of Transportation Planning (**see address list, page 2**). The price proposal must be submitted in a sealed manila envelope, clearly marked in large red letters **"PRICE PROPOSAL – TO BE OPENED ONLY BY SELECTION SPECIALIST."** The vendor's name and return address **MUST** be on the front of the envelope. The price proposal will only be opened for the highest scoring proposal. Unopened price proposals will be returned to the unselected vendor(s). Failure to comply with this procedure may result in your bid being opened erroneously by the mail room.

For a cost plus fixed fee contract, the selected vendor must have a cost accounting system to support a cost plus fixed fee contract. This type of system has a job-order cost accounting system for the recording and accumulation of costs incurred under its contracts. Each project is assigned a job number so that costs may be segregated and accumulated in the vendor's job-order accounting system.

☐ **Qualifications Review / Low Bid** - Use Consultant/Vendor Selection Guidelines. See Bid Sheet Instructions for additional information.

For Qualification Review/Low Bid selections, the selection team will review the proposals submitted and post the date of the bid opening on the MDOT website. The notification will be posted at least two business days prior to the bid opening. Only bids from vendors that meet proposal requirements will be opened. The vendor with the lowest bid will be selected. The selected vendor may be contacted to confirm capacity.

☐ **Best Value** - Use Consultant/Vendor Selection Guidelines. See Bid Sheet Instructions below for additional information. The bid amount is a component of the total proposal score, not the determining factor of the selection.

☐ **Low Bid** (no qualifications review required - no proposal required.) See Bid Sheet Instructions below for additional instructions.

BID SHEET INSTRUCTIONS

A bid sheet(s) must be submitted in accordance with the "Guideline for Completing a Low Bid Sheet(s)" (available on MDOT's website). The Bid Sheet is located at the end of the Scope of Services. Submit bid sheet(s) separate from the proposal, to the address indicated below. The bid sheet(s) must be submitted in a sealed manila envelope, clearly marked in large red letters **"SEALED BID – TO BE OPENED ONLY BY SELECTION SPECIALIST."** The vendor's name and return address **MUST** be on the front of the envelope. Failure to comply with this procedure may result in your bid being opened erroneously by the mail room.

PROPOSAL SUBMITTAL INFORMATION

REQUIRED NUMBER OF COPIES FOR PROJECT MANAGER 5	PROPOSAL DUE DATE 2/13/07	TIME DUE 4:00 p.m.
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PROPOSAL AND BID SHEET MAILING ADDRESSES

Mail the multiple proposal bundle to the MDOT Project Manager or Other indicated below.

☒ MDOT Project Manager ☐ MDOT Other

Mail one additional stapled copy of the proposal to the Lansing Office indicated below.

Lansing Regular Mail	OR	Lansing Overnight Mail
<input checked="" type="checkbox"/> Secretary, Contract Services Div - B225 Michigan Department of Transportation PO Box 30050 Lansing, MI 48809		Secretary, Contract Services Div - B225 Michigan Department of Transportation 425 W. Ottawa Lansing, MI 48833
<input type="checkbox"/> Contract Administrator/Selection Specialist Bureau of Transportation Planning B340 Michigan Department of Transportation PO Box 30050 Lansing, MI 48809		Contract Administrator/Selection Specialist Bureau of Transportation Planning B340 Michigan Department of Transportation 425 W. Ottawa Lansing, MI 48833

GENERAL INFORMATION

Any questions relative to the scope of services must be submitted by e-mail to the MDOT Project Manager. Questions must be received by the Project Manager at least four (4) working days prior to the due date and time specified above. All questions and answers will be placed on the MDOT website as soon as possible after receipt of the questions, and at least three (3) days prior to the RFP due date deadline. The names of vendors submitting questions will not be disclosed.

MDOT is an equal opportunity employer and MDOT DBE firms are encouraged to apply. The participating DBE firm, as currently certified by MDOT's Office of Equal Opportunity, shall be listed in the Proposal

MDOT FORMS REQUIRED AS PART OF PROPOSAL SUBMISSION

- 5100D** – Request for Proposal Cover Sheet
- 5100G** – Certification of Availability of Key Personnel

(These forms are not included in the proposal maximum page count.)

SCOPE OF SERVICES FOR SIGNAL OPTIMIZATION IN NORTH REGION

CONTROL SECTIONS:

CS 01052, 04021, 04031, 04032, 05011, 05071, 10032, 15011, 15012, 15031, 16021, 16032, 16033, 16071, 20012, 20021, 20022, 24011, 24012, 24031, 24051, 28011, 28012, 28013, 28052, 35012, 35022, 35032, 40012, 45021, 45071, 51011, 51012, 57012, 57013, 65021, 65032, 65033, 65041, 65052, 67011, 67021, 67022, 67032, 68012, 69011, 69014, 69021, 69023, 71091, 72022, 72031, 72041, 72052, 83021, 83061.

JOB NUMBER: JN 89105C

WORK DESCRIPTION

Traffic signal optimization on various corridors and isolated intersections in the North Region.

Two consultants will be selected as part of this project. One consultant will be selected for the signals under Traverse City and Cadillac TSCs and the other will be assigned to the signals under Alpena and Grayling TSCs based on their experiences. MDOT is requesting qualifications and a proposal for providing engineering services for signal optimization on various state trunk lines in the North Region.

This project will provide MDOT with updated corridor signal progression plans for optimized traffic signal operations along corridors and isolated intersections. The consultant team will provide this information on MDOT timing permits. Two corridors that run on one closed loop in Traverse City will require timing and other related information to run traffic responsive. New timings will be implemented by MDOT staff. Follow-up analysis of the network and recommending adjustments to the system after implementation is required, as is a before and after study of the effectiveness. Services also include a safety analysis for each intersection. All work will follow the MDOT timing guidelines and other documents provided by MDOT.

PROJECT LOCATIONS:

Signalized Intersections in the North Region.

Traverse City TSC (A total of 36 locations)

1. *05011-003 US-31 @ Old US-31(Ames-Dexter)
2. *05071-002 US-131/M-66(Williams) @ M-88(State)
3. *10032-001 US-31 @ M-115(Frankfort) N. Jct.
4. *15011-001 US-31(Bridge) @ M-66(State)
5. *15012-001 US-31(Bridge) @ Clinton
6. *15031-001 M-66(South Lake) @ M-32(Water)
7. *28011-001 US-31 @ M-137 / Long Lake Rd.
8. *28011-002 US-31 @ W. Silver Lake Rd(Co. Rd. 633)
9. *28012-001 US-31/M-37(Division) @ W. Front St.

10. *28012-003 US-31/M-37 @ US-31 / Beitner Rd.
11. *28012-005 US-31/M-37(Division) @ 14th / Silver Lake Rd.
12. *28012-006 US-31/M-37 @ Market Place Circle
13. *28012-007 US-31/M-37(Division) @ 7th St.
14. *28012-012 US-31/M-37(Division) @ Town Hall Rd./S. Airport Rd.
15. *28012-014 US-31/M-37 @ Meijers Dr.
16. *28013-004 US-31/M-37/M-72(Front) @ Grandview Parkway
17. *28013-005 US-31/M-72 @ M-72
18. *28013-006 US-31/M-72(Munson) @ 3 Mile Rd.
19. *28013-007 US-31/M-37(Division) @ US-31/M-72(Grandview Parkway)
20. *28013-009 US-31/M-72(Munson) @ 8th St.
21. *28013-012 US-31/M-37/M-72(Front) @ Union
22. *28013-018 US-31/M-37/M-72(Front) @ M-37(Garfield)
23. *28013-019 US-31/M-72(Munson) @ Airport Access Rd.
24. *28013-020 US-31/M-37/M-72(Front) @ Barlow
25. *28013-021 US-31/M-72(Front) @ Fair St.
26. *28013-023 US-31/M-72 @ Holiday Rd.
27. *28013-024 US-31/M-72 @ Bunker Hill Rd.
28. *28013-025 US-31/M-37/M-72(Grandview Parkway) @ Park St.
29. *28013-026 US-31/M-72 @ 4 Mile Rd.
30. 28052-002 M-37(Peninsula) @ Eastern Ave.
31. 28052-003 M-37(Center) @ Peninsula Dr.
32. *40012-002 US-131/M-72/M-66(Cedar) @ 3rd(Old M-66)
33. *40012-004 US-131/M-66(Cedar) @ M-72/C.R. 612 N. Jct.
34. *45021-006 M-72 @ Bugai/Gray Rd.(under construction finish Aug 3)
35. *45071-003 M-22 @ Cherrybend Rd.(under construction finish Aug 3)
36. 45071-005 M-22 @ M-72/Bay E. Jct.

Alpena TSC (A total of 21 locations)

1. *01052-001 US-23(State) @ M-72(Main)
2. 04021-001 M-32(Washington) @ Ripley
3. 04021-007 M-32(Washington) @ Bagley
4. 04021-010 M-32 @ Home Depot Dr.
5. *04031-002 US-23(State) @ Ripley
6. *04031-006 US-23 @ Werth / K-Mart
7. *04032-001 US-23(Chisholm) @ 2nd Ave.
8. *04032-002 US-23(Chisholm) @ 3rd Ave.
9. *04032-003 US-23(Chisholm) @ 9th Ave.
10. 04032-004 US-23(Chisholm) @ Johnson-Long Rapids Rd.
11. 04032-007 US-23(Chisholm) @ 11th St.
12. *35012-001 M-65 @ Esmond Rd.
13. *35012-003 M-65 @ M-55
14. 35022-002 M-55 @ Wilbur Rd./5th St.
15. *35032-001 US-23 @ Newman/Bay St.
16. *35032-003 US-23 @ M-55
17. *35032-004 US-23 @ Skeels Rd / F-41 / Fullerton
18. *35032-005 US-23(State) @ River Rd.

19. *35032-010 US-23 @ Tawas Beach Rd.
20. 68012-001 M-33/M-72(Morenci) @ M-72(8th) S. Jct.
21. 71091-002 US-23BR(3rd) @ M-68(Erie)

Cadillac TSC (A total of 26 locations)

1. 51011-003 US-31(Cypress) @ River St.
2. 51011-004 US-31(Cypress) @ 1st
3. 51011-007 US-31 @ Merkey Rd.
4. 51012-001 US-31(Chippewa Trail) @ M-55(Caberfae)
5. 57012-004 US-31 M-66 @ Jennings Rd.
6. 57013-003 M-66 @ M-55 N. Jct./Park St.
7. 67011-001 US-131BR(Chestnut) @ US-10BR(Church) S. Jct.
8. 67011-005 US-131BR(Chestnut) @ Upton
9. 67021-001 US-10 @ Patterson Rd.(220th Rd.)
10. 67022-001 US-10(7th) @ Main St.
11. 67032-001 M-66(Mill) @ Main St.
12. *83021-003 M-55 @ M-115 NW. Jct.
13. *83052-004 M-115 @ 13th St.
14. 83061-001 US-131BR(Mitchell) @ Mackinaw Trail(Old US-131)
15. 82061-002 US-131BR(Mitchell) @ Granite/Paluster St.
16. 82061-004 US-131BR(Mitchell) @ South St.
17. 83061-007 US-131BR(Mitchell) @ Cass St.
18. 83061-008 US-131BR(Mitchell) @ Harris St.
19. 83061-010 US-131BR(Mitchell) @ Pine St.
20. 83061-011 US-131BR(Mitchell) @ North St.
21. 83061-012 US-131BR(Mitchell) @ 13th St.
22. 83061-013 US-131BR(Mitchell) @ River St.
23. 83061-014 US-131BR(Boon) @ Plett Rd.
24. 83061-015 US-131BR(Mitchell) @ Gunn/Ayer St.
25. 83061-016 US-131BR(Mitchell) @ Bell Ave.
26. 83061-017 US-131BR(Mitchell) @ Boon Rd./Co. Rd. 34

Grayling TSC (A total of 49 locations)

1. 16021-001 M-68(Wilson) @ M-68(Old US-27) S. Jct.
2. 16021-002 M-68 @ Old US-27/Barbara N. Jct.
3. 16032-001 M-27(Main) @ Division
4. 16032-007 M-27(Main) @ Lincoln St.
5. 16032-015 M-27(Main) @ B&C Shopping Center Dr.
6. 16033-001 US-23(State) @ M-27(Main)
7. 16071-001 M-108(Nicolet) @ US-23
8. 20012-001 I-75BL/M-72(Cedar) @ Michigan
9. 20012-003 I-75BL/M-72(Cedar) @ M-72/M-93(Lake)
10. 20021-001 M-72 @ M-93 / Old Dam Rd. W. Jct
11. 20022-001 I-75BL(Cedar) @ M-72(Huron)
12. *24011-001 US-31/US-131(Spring) @ US-31(Charlevoix)
13. *24011-002 US-31 @ Mitchell

14.	*24011-009	US-31/M-68(Kent) @ Lake
15.	*24011-019	US-31(Bay View) @ McDonalds/Crago Shop Center
16.	*24011-022	US-31/M-68(Spring) @ Madison St.
17.	24011-023	US-31/M-68 @ Giantway Plaza Dr.
18.	24011-024	US-31 @ Reed
19.	24012-001	US-31 @ M-68/Chicago
20.	24031-002	US-131(Spring) @ Sheridan
21.	24031-003	US-131 @ Hayner Dr./Anderson Rd.
22.	24051-002	M-119 @ US-31/M-68
23.	24051-005	M-119 @ Pleasant view Rd.
24.	65021-001	M-55 @ I-75BL E. Jct.
25.	65032-001	M-55/I-75BL(Houghton) @ 3 rd .
26.	65032-005	M-55/I-75BL(Houghton) @ Fairview
27.	65033-001	I-75BL @ West Branch Outlet Mall
28.	65033-004	I-75BL @ Wal-Mart Dr.
29.	65041-001	I-75 SB Off-Ramp @ I-75BL(Cook Rd.) S. Jct.
30.	*65052-001	M-33 @ M-55
31.	65052-002	M-33(Bennett) @ Main
32.	69011-002	I-75BL/Old US-31 @ Commerce Blvd.
33.	69011-004	I-75BL @ McCoy
34.	69011-005	I-75BL(Otsego) @ Grandview Blvd.
35.	*69014-002	I-75 SB Off-Ramp @ M-32/Dickerson Rd.
36.	*69014-102	I-75 NB Off-Ramp @ M-32
37.	*69021-001	M-32 @ Meecher Rd.
38.	*69021-002	M-32 @ Murner Rd./McVannel
39.	*69023-001	M-32(Main) @ Otsego
40.	*69023-002	M-32(Main) @ Center
41.	*69023-003	M-32(Main) @ Wisconsin
42.	*72022-002	M-55 @ M-18 W. Jct.
43.	*72022-006	M-55 @ Reserve Rd./Balsam Rd.
44.	*72022-007	M-55 @ Townline Rd./Bert Lane
45.	*72022-012	M-55 @ Wal-Mart Dr.
46.	*72031-001	M-55 @ Old US-27
47.	*72031-002	M-55 @ Loxley Rd./Mt Pleasant Rd.
48.	72041-001	M-18/I-75BL(Lake) @ I-75BL(5 th)
49.	72052-005	M-18/I-75BL(Lake) Co. Rd. 100(Division)

*Indicates locations that will require summer and weekend machine counts.

Underlined descriptions indicate locations that run under a closed loop and will require timing to run traffic responsive operation.

Italic descriptions indicate locations that already have 8 hour manual counts and 24 hour tube counts. These include only fall counts and if indicated, would still require summer and summer weekend counts to be taken.

PROJECT MANAGER:

Jason Firman
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Traffic & Safety Support Area
425 West Ottawa
Lansing, MI 48913
Email: frimanj@michigan.gov
Tel: (517) 241-4793
Fax: (517) 241-2567

PRIMARY PREQUALIFICATION CLASSIFICATIONS:

Traffic Signal Operation

DBE REQUIREMENT

There is no Disadvantage Business Enterprise (DBE) requirement for this service.

SCOPE OF WORK

It is anticipated that the engineering services for this project will include, but not be limited to:

- Obtain and review the current signal timing plans. It may be necessary for the consultant to obtain and review the signal timing plans of the existing signals immediately upstream/adjacent to the project signals to evaluate continued progression along a given corridor.
- Field collection of the 2-hour A.M. peak period, 4-hour P.M. peak period, and 2-hour mid-day off-peak turning movement volumes. Unless otherwise approved, all counts will be taken on Tuesday, Wednesday, or Thursday. No counts will be taken during major holiday periods. Exact periods will be determined during the project and approved by the MDOT project manager.
- 24 hour machine counts at each intersection shall be completed to determine schedules for peak periods and flash schedule. Approximately 40% of the locations require machine counts to be taken during the weekend period and/or summer periods to provide a weekend and/or summer timing plan. Locations are indicated on the lists above.
- All intersections will require development of timings plans for the A.M. peak, P.M. peak, mid-day off-peak periods and possibly the weekend and/or summer periods.
- Additional timing plans will be required for the locations that will be running traffic responsive. The traffic responsive system should be evaluated during the summer peaks and non summer peaks. Timing and other system parameters may need to be adjusted as necessary.

- Field collection of lane geometry, posted speed limits, intersection widths, travel distance between signalized locations, grades, lane widths, no turn on red signs, pedestrian facilities (heads and pushbuttons).
- Take a digital photograph of each intersection approach.
- Provide a detail map showing locations of signals being retimed. The map should be separated by counties or smaller if greater detail is needed. It should include control section spot numbers and zones for progression.
- Input 24 hour and turning counts into a software or database, approved by Project Manager, for storage and future use. If necessary provide MDOT with the software necessary for reading and inputting etc. A detailed layout will be determined at the initial kick off meeting so that all corridors are compatible.
- Optimize traffic signal operations to improve traffic flow and reduce delay at each intersection using the *Synchro 6* software.
- Simulate the results using the *SimTraffic 6* software.
- Calculate vehicle and pedestrian clearance intervals at each location based on traffic signal timing standards provided by MDOT.
- Compile a summary of system M.O.E.'s and a cost/benefit analysis for the project area.
- Identify any potential improvements in the existing signal equipment, lane assignment or roadway geometry that will provide better operational and safety characteristics, if corrected.
- Evaluate the crash data to determine if there are any crash patterns. Report on crash patterns to the MDOT project manager for future analysis by MDOT. Operational improvements deemed necessary by the crash analysis shall be incorporated into the timing plans developed by the consultant.
- Conduct review of nearby signals on cross streets that are within 500 feet of the corridor being retimed.
- Develop and submit for review computer simulations and "red-lined" signal-timing plans for each location in accordance with each road agency's format. Revise these timing plans in accordance with MDOT, the road agency's and local communities' comments.
- Provide the applicable local agency the MDOT timing permits for the corridor being retimed so they can utilize them to adjust their own timing permits for those effected signals. The local agency should be given enough time to allow for the installation to be implemented at the same time as MDOT.

- Conduct a follow-up field critique of the new timing plans and recommend adjustments as required. Where required, submit revised signal timing plans.
- In addition to the normal timing, a special event timing plan may also be necessary depending on the specific corridor.
- Perform before and after analysis using actual travel time runs and prepare a brief summary outlining the benefits derived from the project. The following bullets will give an overview of the details that will be involved:

Data Collection:

- The consultant will be required to collect manual turning-movement count data at each study intersection in an electronic format.
- The consultant will be required to collect and evaluate detailed point-to-point travel time data using PC Travel or similar approved data collection and processing software. Collection of travel time data using PC Travel requires use of a laptop computer, with data collected from one of the following two sources:
 - Using a handheld GPS receiver coupled with the GPS Travel Time software package, or;
 - Using a vehicle-mounted transmission sensor coupled with a TDC-8 traffic count board.
- Provide a written final report (2 paper copies & 5 electronic copies on CD) that includes all identified roadway geometry, lane assignments, speed limits, equipment/roadway deficiencies and recommended improvements, turning movement count data, 24 hour approach counts, flash schedule analysis, clearance interval analysis, collision diagrams, crash analysis and recommendations, and summary of each local meeting.

RESPONSIBILITIES

CONSULTANT RESPONSIBILITIES

- Attend bi-monthly status meetings at MDOT in the Van Wagoner building. The pre-project meeting will be held in a North Region TSC office. Provide written monthly project status reports to MDOT detailing progress towards completion of the project's goals and objectives.
- Provide MDOT electronic copies of the *Synchro 6* input, output, and simulation files so that they can be updated and used for future analysis. Provide MDOT an electronic copy of all project documentation.

- Utilize the MDOT signal optimization guidelines throughout the contract, as a tool. Any unusual locations shall be discussed with the Project Manager for direction to proceed.
- Utilize the MDOT supplied spreadsheet model for conducting benefit/cost evaluations on signal optimization projects. This spreadsheet replaces the DRCOG model that was used in past optimization projects. This is in electronic format.

MDOT RESPONSIBILITIES

- Furnish to the Consultant the following:

The most recent 3-year traffic crash summaries from MDOT in a 150 ft radius around each signalized location.

Existing timing plans, traffic counts where applicable and signal drawings of each intersection.

- Conduct final reviews and provide comments on proposed timing permits, computer models and reports.

PROJECT SCHEDULE

For scheduling purposes, **it is anticipated** that this project will begin on April 16, 2007. The optimization should be completed by April, 2008.

PAYMENT SCHEDULE

Compensation for this Scope of Services shall be on an actual cost plus fixed fee basis.

VENDOR PAYMENT:

All invoices/bills for services must be directed to the Department and follow the 'then current' guidelines. The latest copy of the "Professional Engineering Service Reimbursement Guidelines for Bureau of Highways" is available on MDOT's Bulletin Board System. This document contains instructions and forms that must be followed and used for invoicing/billing; payment may be delayed or decreased if the instructions are not followed.

Payment to the Vendor for Services rendered shall not exceed the "Cost Plus Fixed Fee Not to Exceed Maximum Amount" unless an increase is approved in accordance with the contract with the Vendor. All invoices/bills must be submitted within 14 calendar days of the last date of services being performed for that invoice.

Direct expenses will not be paid in excess of that allowed by the Department for its own employees. Supporting documentation must be submitted, with the invoice/bill, for all billable expenses on the Project. The only hours that will be considered allowable charges for this contract are those that are directly attributable to the CE activities of this Project. Hours spent in administrative, clerical, or accounting roles for billing and support, are not considered allowable hours; there will be no reimbursement for these hours.

Reimbursement for overtime hours will be limited to time spent on this project in excess of forty hours per week. Any variations to this rule should be included in the price proposal. All overtime must have prior approval from the MDOT project manager.